



Frederick County Board of Elections

340A Montevue Lane, Frederick, Maryland 21702
FrederickCountyMD.gov/elections

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MINUTES of the June 5, 2019 Monthly Meeting of the Frederick County Board of Elections

The Organizational Meeting of the Frederick County Board of Elections was called to order at 12:31 PM, in Room 119 of the Frederick County Board of Elections Office, located at 340A Montevue Lane, by Election Director Stuart Harvey.

PRESENT:

Mary Lou Green, Board Member
Shirley McDonald, Board Member
Lawrence C. Hill, Board Member
Mary Costello, Board Member
William L. Woodcock, Board Member
Daniel B. Loftus, Board Attorney

Stuart Harvey, Election Director
Marc R. Welch, Election Administrative Assistant
Christine Winer, Election Supervisor
MC Keegan-Ayer, County Council President

OATH OF OFFICE

Sandra K. Dalton, Clerk of the Court administered the oath of office to the Board members at 12:38 pm.

ELECTION OF OFFICERS

Mr. Harvey called for nominations for Board President. Mr. Woodcock nominated Mrs. Green to the office of President. Mrs. Costello seconded the nomination, and it passed unanimously. Mrs. Green then took over as meeting chair, and nominated Mrs. McDonald to the office of Vice President. Mr. Woodcock seconded the nomination, and it passed unanimously. Mr. Woodcock nominated Mr. Hill to the office of Secretary. Mrs. Costello seconded the nomination and it passed unanimously.

SELECTION OF BOARD COUNSEL

The Board reappointed Mr. Loftus as Counsel to the Board. Mrs. Dalton administered the Oath of Office to Mr. Loftus at 1:00pm.

ADJOURNMENT OF ORGANIZATIONAL MEETING

Mr. Woodcock made a motion to adjourn the organizational meeting and proceed to the regular meeting. Mr. Hill seconded the motion and it passed unanimously.

The Board convened its regular meeting at 1:02pm.

GUESTS

Deborah Carter, Democratic Central Committee Chair, and Craig Giangrande, Republican Central Committee Chair attended the meeting.

ADDITIONS/CHANGES TO AGENDA

Mr. Harvey added an item under Old Business relating to staff reclassifications. He also added an item under New Business relating to office space.

COUNCIL LIAISON REPORT

MC Keegan-Ayer, Council president, updated the Board on the appointment of Charter Review Board members and provided an overview on the Charter review process that occurs prior to the 2020 general election. The Charter Review Board will schedule public hearings. The Board discussed Charter questions.

MINUTES

Mr. Woodcock made a motion to approve the April 3, 2019 meeting minutes as written. Mrs. McDonald seconded, and the motion passed unanimously.

ELECTION DIRECTOR'S REPORT

Mr. Harvey welcomed the new Board members and provided a brief overview of the meeting agenda.

OLD BUSINESS

FY19 Budget

Mr. Harvey provided a budget status update. All accounts look good, overall. The Board discussed balances in the various accounts.

FY20 Budget

Mr. Harvey provided an overview of the approved FY20 budget. Pay increases for Board members and Election Judges were approved. Board members will receive an additional \$500/year. EJ will receive an additional \$25/per day worked. Mr. Harvey noted that the office staff has been expanded, and he will hire two new additional state employees.

Proposed Salary Increase/Reclassification for Election Officials

Mr. Harvey informed the Board about the status of the MAEO Salary Increase and Reclassification proposal. This proposal would reclassify all local election employees, and include grade and salary increases with this change. Mr. Harvey provided the historical background of the effort. The State Board is expected at their June 2019 meeting to approve a 2% COLA in addition to the 3% provided in the Governor's budget for FY20. The State Board will look at possible future pay increases prior to the annual budget process at the County level. The Board discussed the disparity between county employee salaries and state election employee salaries.

Mr. Harvey explained the reclassification process. New classifications will change and upgrade job titles, and will move staff up approximately two grade levels.

2019 General Assembly Session

HB172	Voter Registration Deadlines and Security of Voter Registration Information	Signed.
HB174	Absentee Ballot Requests – Last Four Digits of SSN	Signed.
HB176	Candidates – Revisions	Signed.
HB177	Judicial Proceedings Involving Local Boards of Elections - Notice	Signed.
HB237	Early Voting Centers – Hours of Operation	Signed.
HB286	Registration and Voting at Precinct Polling Places (SDR)	Enacted unsigned.
HB565	Voting Systems – Accessibility for Voters with Disabilities	Referred to Interim Study by Ways and Means
HB673	Frederick County – Ethics and Campaign Activity – County Board and Commission Members and Board of License Commissioners	Signed.
HB878	Campaign Finance Reports – Late Fees and Certificates of Nomination	Enacted unsigned.
SB184	State Board of Elections Transparency Act	Signed.
SB230	Canvassing of Absentee Ballots – Reporting Unofficial Results	Signed.
SB364	Election Day Page Program	Signed.
SB449	Registration and Voting at Precinct Polling Places (SDR)	Enacted unsigned.
SB651	Local Boards of Elections – Membership	Enacted unsigned.
SB743	Election Service Providers – Contract Clauses and Termination of Contract	Signed.
SB1004	Election Calendar and Processes - Revisions	Enacted unsigned.

Municipal Elections

Mr. Harvey provided an updated Municipal Election calendar. The Town of Burkittsville has canceled their election.

MAEO Conference

The Board discussed the recently concluded MAEO Annual Conference. The Board also discussed the

upcoming SBE Biennial meeting on October 17, 2019.

NEW BUSINESS

New Board Briefing

Mr. Harvey and Mr. Loftus briefed the Board on duties and responsibilities of Board members. Mr. Loftus explained ethics requirements in the Bylaws of the Frederick County Board of Elections. The Board discussed the non-partisan nature of the Board and Staff's work.

Approval of Bylaws

The Board discussed the current bylaws and the process for making any changes. Mr. Woodcock made a motion to approve the current bylaws. Mrs. Costello seconded, and the motion passed unanimously.

Office Space

Mr. Harvey informed the Board of the County's effort to bring another agency into the building. Mr. Harvey, Mr. Loftus and Mrs. Green will meet with the County Executive to discuss the issue. The Board will send a letter to the County Executive stressing the critical nature of the Election Office. WW/SMc passed unanimously.

Election Center Conferences

Mr. Welch and Ms. Winer will go to Milwaukee, WI to attend a series of 5 additional classes toward their CERA requirements. The trip will occur from July 5-July 14, 2019.

Remote Desktop for Board Members

Mr. Harvey informed the new Board members of the process to complete "onboarding" to the County's payroll system.

SCHEDULE OF NEXT MEETING

The Board scheduled its next meeting for Wednesday, July 3, 2019, at 12:30 PM in Room 119 of the Frederick County Board of Elections Office, located at 340A Montevue Lane.

ADJOURNMENT

Mrs. McDonald made a motion to adjourn the meeting. Mrs. Costello seconded, and the motion passed unanimously.

Meeting adjourned at 3:20 PM.

Respectfully submitted,



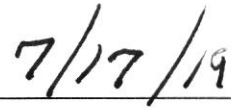
Marc R. Welch

Election Administrative Assistant

Approved by:



Mary Lou Green, Board President



Date